

INSTRUCTIONS FOR COMPLETING THE “NOTICE OF MORATORIUM ON NON-FORESTRY USE OF LAND”

When do I need this form? This form is required for most timber harvest FPA/N's. You need to complete one form per county. You can put more than one FPA/N on the form, if they are in the same county.

When don't I need this form?

- You are **only** submitting an Aerial Chemical FPA/N
- You answered “No” to question 9 on the FPA/N (you are **not** harvesting timber)
- You answered “Yes” to question 8e on the FPA/N (you plan to convert to non-forestry use)
- Your FPA/N is on land the county zoned “forest lands of long term commercial significance”
- You are submitting an approved Conversion Option Harvest Plan (COHP) with this FPA/N

What is the moratorium? When the form is recorded, the county or city must reject all development permit applications (building, septic, etc) submitted for the property listed on the form. The county imposes the moratorium for lands outside the city limits. The city imposes the moratorium for lands inside the city limits.

How long does the moratorium last? Six years from the date the forest practices application was approved or renewed.

Why is there a moratorium? State law (RCW 76.09.060(3)) requires the county or city to impose it.

How do I get the moratorium lifted? Contact the County or City Planning Department. This is a county or city moratorium and DNR cannot lift it.

Where do I get this form? Copies of this form can be obtained through the website <http://www.dnr.wa.gov/forestpractices> or from any DNR region office shown on page 2.

How do I print this form? Set your printer margins at:

Page 1:	3 inches at the top, 1 inch at the sides and the bottom
Page 2:	1 inch all four sides
Additional Pages:	1 inch all four sides

How do I complete this form? Use ink, not pencil. Do not write in the margins (outside the box). The county will not record this if there are any marks in the margins.

When Recorded Return to: This is the name and address of the landowner

Grantor: This is the landowner (Box 1 of the FPA/N).

NOTE: Owners with perpetual timber rights may sign the moratorium form and the FPA/N without the underlying landowners signature or permission. The perpetual timber rights owner must send a copy of the signed moratorium form and the signed FPA/N to the underlying landowner and give proof of this notice to the DNR. (RCW 76.09.067)

Grantee: This is the county the land is located

Legal Description: This is Box 7 of the FPA/N. This is the area the moratorium will be subject to. Make sure this includes only the application area and not your entire ownership.

Assessor's Property Tax Parcel: This is on your property tax statement. If you don't know this number, contact the County Assessor's office

FPA/N Number: Leave blank – DNR will fill this in

Approval Date: Leave blank – DNR will fill this in

Item (6): This is the name and town of the DNR Region office

Forest Landowner Signature: If there are more than 2 please attach a separate page
Where do I send the form? After you sign it, include it with your FPA/N and send them both to the DNR Region office. DNR will send the form to the County Auditor's office to be recorded.

What is the fee?

- \$33.00 for the standard two-page form (as of July 1, 2005)
- \$1.00 for each additional page (such as maps, additional legal descriptions, additional landowner signatures)

How do I pay the fee? You must send it to DNR with the FPA/N. You can use the same check you use for the Forest Practice application fees. Make your check payable to "Department of Natural Resources".

DNR REGION OFFICES
DNR Business hours: 8:00 AM to 4:30 PM

Northeast Region

225 S. Silke Road

Mail: PO Box 190

Colville, WA 99114

(509) 684-7474

Counties within this region: Ferry, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens,

Northwest Region

919 N. Township St.

Sedro Woolley, WA 98284

(360) 856-3500

Counties within this region: Island, San Juan, Skagit, Snohomish, Whatcom

Olympic Region

411 Tillicum Lane

Forks, WA 98331

(360) 374-6131

Counties within this region: Clallam, north half of Grays Harbor, Jefferson

South Puget Sound Region

950 Farman St. N.

Enumclaw, WA 98022

(360) 825-1631

Counties within this region: King, Kitsap, Lewis, Mason, Pierce,

Southeast Region

713 Bowers Road

Ellensburg, WA 98926

(509) 925-8510

Counties within this region: Adams, Asotin, Benton, Chelan, Columbia, Douglas, Franklin, Garfield, Grant, Kittitas, Klickitat, Skamania, Walla Walla, Whitman, Yakima

Pacific Cascade Region

601 Bond Road

Mail: PO Box 280

Castle Rock, WA 98611

(360) 577-2025

Counties within this region: Clark, Cowlitz, south half of Grays Harbor, Lewis, Pacific, Thurston, Skamania, Wahkiakum